

## Elloughton-cum-Brough Town Council

60 Welton Road, Brough, HU15 1BH  
Write to: PO Box 124, Brough, HU15 1YH  
Telephone: 01482 665600  
Website: [elloughtonbrough-tc.gov.uk](http://elloughtonbrough-tc.gov.uk)



Minutes of the Full Council Meeting held on **Thursday 15<sup>th</sup> December 2022** in the Meeting Room, Petuaria Community Centre, Brough.

**Members Present:** Cllr Loizides (Chairman), Cllr S Duckles (Vice Chairman), Cllr J Loizides, Cllr C Duckles, Cllr Muzaffar, Cllr Rowe, Cllr Khan, Cllr Blee and Cllr Trotter.

**Meeting Clerk:** Philippa Beverley (Town Clerk)

**Also in attendance:** Danika Lynch (Deputy Clerk), Phillipa Scullion (Events Coordinator), Cllr Meredith (ERYC), Cllr Gill (ERYC)

**Public Forum:** Six members of public present, plus an additional 7 members of the Duke of Edinburgh team and their parents.

One member of public representing Brough in Bloom presented a proposal for a Sunflower sculpture to be located in the Town. See item 10 for further details as on the agenda.

### MINUTES

533/22

**To Accept Apologies**

Apologies received from Cllr Bentley, Cllr Luckraft.

**RESOLVED:** Council resolved to accept apologies from Cllr Bentley and Cllr Luckraft.

534/22

**To Accept Declarations of interest relating to items on the agenda.**

No declarations received.

**RESOLVED:** Council resolved that no declarations have been made.

535/22

**To confirm as a correct record of the minutes of a meeting of the Full Council held on 22<sup>nd</sup> November 2022.**

Proposed by Cllr Trotter, seconded by Cllr J Loizides and agreed unanimously that the minutes be approved as a correct record for the meeting held on Tuesday 22<sup>nd</sup> November 2022.

**RESOLVED:** Council resolved to approve the minutes as a correct record for the meeting held on Tuesday 22<sup>nd</sup> November 2022.

536/22

**To receive and note the following Committee minutes**

536.1 Environment Committee – 11<sup>th</sup> October 2022

Signed: \_\_\_\_\_

Date: 17/01/23

- 536.2 Planning Committee – 8<sup>th</sup> November 2022  
536.3 Finance Committee – 2<sup>nd</sup> November 2022

**537/22 To receive reports from external groups and organizations.**

**537.1 ERNLLCA**

Town Clerk advised that ERNLLCA is closed over the Christmas holidays.

**537.2 Village Hall**

Cllr Khan advised that from 1/1/23 the rates for rental of the Village Hall will increase by 25%.

**537.3 Community Centre**

Cllr Muzaffar advised they will be establishing a lunch group in the months of January 2023 and March 2023. They are also looking into fee increases to hire the space.

**537.4 The Burrs**

Advertising for the next dig has begun which will take place on 15/7/23.

**538/22 To receive reports from East Riding of Yorkshire Council Members, 5 minutes maximum each.**

Cllr Gill gave updated on A63 road junction improvements and various other issues.

Cllr Meredith gave updates on Dale Road been added to the gritting route and that he is pushing banking hubs attending Brough.

**539/22 To consider and approve payments and income for the period October - November 2022.**

Proposed by Cllr J Loizides, seconded by Cllr Rowe and agreed unanimously to approve payments and income for October 2022 – November 2022.

**RESOLVED: Council resolved to approve payments and income schedules for the period of October 2022 – November 2022.**

**540/22 To consider and approve the bank reconciliations to end of November 2022.**

Proposed by Cllr J Loizides, seconded by Cllr Rowe and agreed unanimously that council approve the bank reconciliation for all accounts up to end of November 2022.

**RESOLVED: Council resolved to approve the bank reconciliation for all accounts up to end of November 2022.**

Signed: \_\_\_\_\_



Date: \_\_\_\_\_

17/01/23

**541/22 To offer thanks to the Duke of Edinburgh team who have recently supported the Town Council with litter picking at the park.**

Cllr M Loizides thanked the Duke of Edinburgh team for all their assistance and hard work litter picking in the play park for the last few months. The Town Council presented each representative with a certificate and a box of chocolates.

**RESOLVED: Council resolved thank the Duke of Edinburgh team for their support over the last few months with litter picking in the park. Cllr Loizides presented the team with individual certificates and a box of chocolates for their work.**

**542/22 To discuss and approve any required actions relating to installing in the Town a metal sunflower structure by local artist Rupert Wilson.**

Council presented with a proposal for a sunflower sculpture to be located in Elloughton-cum-Brough. The initial proposal for a sunflower sculpture was presented to the Town Council in 2020. This is a much larger design and is supported by a member of the public in memory of a special person they have lost. It was proposed that Brough in Bloom would like to locate the sculpture either at Elloughton crossroads or Moor Road roundabout. It was advised that if the Town Council indemnifies the sculpture then it is considered permitted development and no planning application is required.

Council discussed the project and plans and highlighted some concerns around health and safety and street scene. Proposed by Cllr M Loizides, seconded by Cllr Rowe and agreed unanimously that the Town Council commend the design and project but instruct the Town Clerk to investigate further and return with information in order to make any decisions.

**RESOLVED: Council resolved to instruct the Town Clerk to investigate further and return with information to help inform any decision.**

**543/22 To consider approving the Annual Budget for 2023-2024, as recommended by Finance Committee.**

Proposed by Cllr Trotter, seconded by Cllr J Loizides and agreed unanimously to approve the 2023 – 2024 budget which allocates £25,000 from reserves to appoint a town handyman for 16 hours a week and to purchase tools required for the role.

**RESOLVED: Council resolved to approve the 2023 – 2024 budget recommended by the Finance Committee which includes moving from property reserves £25,000 to recruit a handyman for 16 hours and purchase necessary tools to complete the role.**

**544/22 To consider approving the Precept amount for 2023 – 2024, as recommended by the Finance Committee.**

Council reviewed the proposed precept amount, of £185,676.40, calculated from a tax base of 4080.80 with band D equivalents paying £45.40, an increase of 5.45% due to ongoing increase in inflation and cost of living crisis. To be paid in two installments April and September 2023.

Signed: \_\_\_\_\_

Date: 17/01/23

Proposed by Cllr S Duckles, seconded by Cllr Rowe and agreed unanimously to approve the proposed precept amount of £185,676.40 for the year of 2023-2024.

**RESOLVED: Council resolved to approve the proposed precept amount of £185,676.40 for the year 2023 -2024.**

545/22

**To confirm receipt of Interim Internal Audit report and approve payment of £633.30 to Public Sector Audit.**

Councillors confirmed receipt of interim audit report and acknowledged the positive feedback.

Proposed by Cllr J Loizides, seconded by Cllr Rowe and agreed unanimously to approve payment of £633.30 for the interim audit report.

**RESOLVED: Council resolved to confirm receipt of interim audit report and noted its satisfactory conclusion. Council also resolved to approve the payment of £633.30 for the interim audit report.**

546/22

**To receive verbal feedback on Ice Rink and Christmas Light Switch**

Events Coordinator gave feedback on the event, detailing any issues that arose and how we can resolve going forward. Overall this was a very successful event and very well received within the community.

**RESOLVED: Council received detailed verbal feedback of the ice rink and Christmas Light switch on.**

547/22

**To discuss and approve any required actions regarding future office location.**


Council held a in depth discussion around the rental of the Old Library on Elloughton Road. The Town Clerk advised that she has been unable to secure early release of contract on current property and that there were the following options available:

1. Advertise the property through current landlord agents at a cost of £650. If a new tenant was secured till the end of our lease in November 2023. We would assign this tenant to the short term lease replacing our name with theirs. At this point there would be an additional £1250 + VAT to pay and possible solicitor's fees of up to £1000.
2. Advertise the property through current landlord agents at a cost of £650. If a new tenant required a long term lease then we would surrender our lease and a new one would commence with the new tenant.. At this point there would be an additional £1250 + VAT to pay and possible solicitor's fees of up to £1000.

The agents advised to find a replacement tenant could take between 3-6 months and the fee to market of £650 is only payable if a tenant is found.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

  
\_\_\_\_\_  
17/01/23

Town Clerk advised the landlord of the Old Library is willing to wait for us to commence a lease until May 2023 if a letter of intent is issued.

Various options were discussed on how to move forward including the options of advertising the property with the aim of securing a new long term tenant.

Proposed by Cllr Rowe, seconded by Cllr Trotter and agreed unanimously to issue a letter of intent to commence renting the Old Library on Elloughton Road from May 2023 at an annual rental of £12,000 and continue renting the current property 60 Welton Road until the end of the lease in November 2023 to allow a slow transfer over to new property and enable the required painting of the old property. The additional funds to fund both properties will be taken from the property reserves fund.

**RESOLVED: Council resolved to approve a letter of intent to be written to take on the Old Library property from May 2023 at an annual rental of £12,000, while maintain the lease at 60 Welton Road until it expires in November 2023. Additional funding for rental of dual properties will be moved from the property reserves fund.**

**548/22**

**To discuss and approve any topics the Town Council would like to ask the East Riding of Yorkshire Council's Overview and Scrutiny committees to consider as part of the 2023/24 municipal year. Topics must be of a strategic nature that affect the East Riding as a whole.**

Council discussed possible options to put forward but no topics agreed and resolved.

**RESOLVED: Council resolved no topics to be put forward.**

**549/22**

**To discuss and approve next steps relating to PFA draft constitution.**

Council discussed the proposal to come off the Constitution as a representative and how this was much further reaching. The Clerk advised there are gaps in the paperwork and history so unable to offer safe advice on next steps. The Clerk requested to see from the PFA the 1967 transfer document and other documents they may have to arrange in Chronological order what has happened between the Council and PFA.

Proposed by Cllr Rowe, seconded by Cllr J Loizides and agreed unanimously to delegate authority to the Town Clerk to investigate further including speaking to the PFA's lawyer to try and create a Chronological timeline of events.

**RESOLVED: Council resolved to delegate authority to the Town Clerk to try investigate further and to speak with PFA's lawyer to understand the timeline in order to make an informed decision.**

**550/22**

**To note the next full Town Council Meeting is to be held at 7.00pm on Tuesday 17<sup>th</sup> January 2022 in the Meeting Room, Petuaria Community Centre, Brough.**

Signed: \_\_\_\_\_

Date: 17/01/23

Council noted the date and time of the next meeting.

**RESOLVED:** Council noted the date and time of the next Full Council meeting as Tuesday 17<sup>th</sup> January 2023 at 7pm.

**Meeting closed 8.49pm**

Signed: \_\_\_\_\_

A handwritten signature in black ink, appearing to be the initials 'SP' or similar, written over a horizontal line.

Date: \_\_\_\_\_

17/01/23